

12 December 1983

MEMORANDUM FOR: DD/OP/PA&E

FROM:

C/HRPS

SUBJECT: Weekly Activities Report

1. A memorandum was drafted and prepared for Director of Personnel's signature, which provided the DDA with OP material for the DCI's Annual Report to Congress. The memorandum recounted OP successes over the last year in all major program segments. The memorandum also stressed OP's long-term manpower and ADP requirements.

2. HRPS has completed the first two segments of "DYNAMO" Systems Dynamics software this week. This program is part of a special tutorial by [redacted] arranged through the DDA/CMO, to provide expertise in this useful system while OTE's Information Science Center is unable to provide instruction. Next week we will begin using the system on a live problem - to develop a viable forecast of Agency retirements.

3. We are in hopes that the "Secure Room" in [redacted] Building can be finished during the coming week. Because this room has not been completed to date, HRPS has been unable to set-up or use the Hewlett-Packard mini-computer for many of our regular manpower projections.

